

**FAYETTE COUNTY  
2002 CLASS DESCRIPTION**

**CLASS TITLE: BUILDING/MAINTENANCE WORKER  
CLASS CODE: 641**

**GENERAL DESCRIPTION OF CLASS**

The purpose of the class is to maintain, repair and service all county facilities and equipment. The class is responsible for county buildings maintenance and equipment. Work is performed under the direct supervision of the Crew Leader.

**ESSENTIAL TASKS:**

Welding sheetrock, framing, painting, repair, and HVAC. On-call responsibilities and preventive maintenance of county facilities. Performs related work as required.

**INVOLVEMENT WITH DATA, PEOPLE, AND THINGS**

**DATA INVOLVEMENT:**

Gathers, organizes, analyzes, examines, or evaluates data or information and may prescribe action based on such data or information.

**PEOPLE INVOLVEMENT:**

Follows instructions and directions of supervisor and Crew Leader.

**INVOLVEMENT WITH THINGS:**

Handles or uses machines, tools, or equipment that require brief instruction or experience such as hand and power tools, buffer, floor polishers, vacuum sweepers, outdoor hand-held power equipment, mowers, commercial kitchen equipment, or other similar equipment.

**COGNITIVE REQUIREMENTS**

**REASONING REQUIREMENTS:**

Performs coordinating work involving guidelines and rules but solves problems constantly.

**MATHEMATICAL REQUIREMENTS:**

Uses mathematics involving the practical application of fractions, percentages, ratios and proportions or measurements, or geometric construction.

**LANGUAGE REQUIREMENTS:**

Read technical instructions, procedures manuals, and charts to solve practical problems; composes routine and specialized reports, forms, and business letters; speaks compound sentences using normal grammar and word form.

## **BUILDING MAINTENANCE WORKER**

### **MENTAL REQUIREMENTS:**

Perform manual tasks requiring a wide range of procedures and requiring intensive understanding of a restricted field or complete familiarity with the functions of a unit or small division of an operating agency; requires normal attention with short periods of concentration for accurate results or occasional exposure to unusual pressure.

### **JUDGMENTS AND DECISIONS**

#### **JUDGMENTS AND DECISIONS:**

Makes decisions as a significant part of the job, affecting a large segment of the organization and the general public.

### **VOCATIONAL/EDUCATIONAL AND EXPERIENCE PREPARATION**

#### **VOCATIONAL/EDUCATIONAL PREPARATION:**

Requires High School Diploma or GED and formal training, special courses, or self-education equivalent to satisfactory completion of one year of college education or specialized advanced training or a closely related field.

#### **SPECIAL CERTIFICATIONS AND LICENSES:**

Commercial Drivers License (CDL) class B License, satisfactory Motor Vehicle Record (MVR);

Completion of the State of Georgia Department of Transportation Defensive Driving Course and/or Emergency Vehicle Operation Certification within twelve (12) months of employment.

#### **EXPERIENCE REQUIREMENTS:**

Requires over one year and up to and including two years.

### **AMERICANS WITH DISABILITIES ACT REQUIREMENTS**

#### **PHYSICAL AND DEXTERITY REQUIREMENTS:**

Requires medium to heavy work that involves walking, standing, stooping, lifting, digging, pushing or raising objects, exerting between 20 to 50 pounds of force on a recurring basis and 50 to 100 pounds of force on an occasional basis.

#### **ENVIRONMENTAL HAZARDS:**

The job risks exposure to bright/dim light, dusts and pollen, extreme heat and/or cold, wet or humid conditions, extreme noise levels, animals/wildlife, vibration, fumes and/or noxious odors, traffic, moving machinery, electrical shock, heights, disease/pathogens, and toxic/caustic chemicals.

#### **SENSORY REQUIREMENTS:**

The job requires normal visual acuity and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

## **BUILDING MAINTENANCE WORKER**

### **ADA COMPLIANCE**

Fayette County is an Equal Opportunity Employer. ADA requires the County to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

### **HIPAA COMPLIANCE**

The Health Insurance Portability and Accountability Act of 1996 requires employees to protect the security of Protected Health Information (PHI) however it is obtained, handled, learned, heard or viewed in the course of their work.

### **DRUG AND ALCOHOL COMPLIANCE**

In accordance of Fayette County's Substance Abuse Policy of 1996, all job applicants offered employment will undergo testing for the presence of illegal drugs and alcohol as a condition of employment. In the course of employment, employees are subject to random, reasonable suspicion, post accident and routine fitness for duty testing for illegal drugs and alcohol abuse. Employees are prohibited to work under the influence, to possess, to distribute or to sell illegal drugs in the work place or abuse alcohol on the job. Confirmed positive is reason for denial of employment and/or termination.